

Librarian's Evaluation

Project Title: 2015 Michigan Notable Books Program

Sponsoring Organization: Library of Michigan Foundation

Library's Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Role in project: Our library hosted a 2015 Michigan Notable Book Author

The Michigan Humanities Council requests that brief evaluations from major participants in project events (especially scholars/resource persons receiving honoraria from grant funds) be included in the evaluation report submitted by the project director. This information is helpful in our reporting requirements to the National Endowment for the Humanities. Participants receiving this form are asked to respond briefly to the following questions and to return the form to the project director promptly. (This form can also be downloaded from the Council's website at www.michiganhumanities.org). Your assistance with the project and your frank evaluations are appreciated. Feel free to write or call the Council directly if you wish.

HUMANITIES CONTENT:

Did the event place the subject matter in a larger cultural, historical, and analytical framework? Please explain your answer.

What was the significant theme or story of the project?

Did the project raise visibility of issues or stories?

AUTHORS/PRESENTERS: Please list below all humanities authors/presenters and other resource participants that you were able to observe and comment upon their knowledge of the topic, enthusiasm, bias, effect upon the audience, and ability to engage in discussion with the audience. Assign ratings and add pages as needed.

Name: _____ Institution: _____
Discipline: _____ Role: _____
Rating: ☐ Excellent ☐ Good ☐ Fair ☐ Weak ☐ Poor
Comments on knowledge content and contribution to program:

Name: _____ Institution: _____
Discipline: _____ Role: _____
Rating: ☐ Excellent ☐ Good ☐ Fair ☐ Weak ☐ Poor
Comments on knowledge content and contribution to program:

Name: _____ Institution: _____
Discipline: _____ Role: _____
Rating: ☐ Excellent ☐ Good ☐ Fair ☐ Weak ☐ Poor
Comments on knowledge content and contribution to program:

Name: _____ Institution: _____
Discipline: _____ Role: _____
Rating: ☐ Excellent ☐ Good ☐ Fair ☐ Weak ☐ Poor
Comments on knowledge content and contribution to program:

AUDIENCE: Estimate the audience profile with reference to sex, age, ethnic representation and audience types. *This is a requirement for NEH funding/reporting and should be completed to the best of your ability.*

GENDER (Next two lines must add to 100%)

Male _____ %

Female: _____ %

AUDIENCE MAKEUP:

Congressional/Legislative: _____ %

Community Leaders: _____ %

Economically Disadvantaged: _____ %

Government Employees: _____ %

Labor Groups: _____ %

Professional Groups: _____ %

Scholarly Community : _____ %

Teachers: _____ %

Students: _____ %

Rural Community: _____ %

Urban Community: _____ %

Retired: _____ %

Special Interest Groups: _____ %

Homemaker: _____ %

Other: _____ %

COLUMN MUST ADD TO 100%

%

AGE (Next five lines must add to 100%)

K-12 _____ %

College Age _____ %

21-35 _____ %

36-55 _____ %

56+ _____ %

PERCEIVED ETHNIC REPRESENTATION:

Caucasian: _____ %

Black: _____ %

Hispanic: _____ %

Asian: _____ %

Native American: _____ %

Other: _____ %

COLUMN MUST ADD TO 100%

%

OF PEOPLE IN THE AUDIENCE

_____

How active was the audience in asking questions and participating in the discussion?

What changes, if any, in the program's format would have increased the audience's involvement and/or understanding?

FUNDING:

Without basing your judgment on actual cost figures, would you consider funds "well spent" for this project?

Would you recommend continuation or replication of this project in some form?

ADMINISTRATION: How useful was the pre-program information in your preparation; did you receive adequate information and instruction about your role and assignment? What other information would you have needed from the project director to make your efforts more successful?

Was the project format appropriate; were activities well organized and effectively administered?

Were you aware of the Council's role in funding this project? What information from the Council would have been helpful?

Would you be interested in participating in other Council-funded projects?

Additional Comments:

Please summarize your evaluation by circling a rating for each item (1 being lowest, 5 being highest)

Humanities Content	1	2	3	4	5
Scholars/Presenters	1	2	3	4	5
Audience Response	1	2	3	4	5
Funding	1	2	3	4	5
Administration	1	2	3	4	5

Signature: _____ Date: _____

Thank You

Please sign this evaluation and mail along with the audience evaluations to:

**Library of Michigan
P.O. Box 30007
Lansing, MI 48909
Attn: Edwina Murphy**

Questions? Call 517-373-1300